

Memorandum of the Meeting
Special Joint Work Study Session
Town Council of Griffith and the Town Council of Highland
Thursday, April 28, 2011

The special joint work-study session of the Town Council of Griffith and the Town Council of Highland was convened at the designated place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Thursday, April 28, 2011** at 6:45 o'clock p.m.

Silent Roll Call: Griffith Town Councilors Glen Gaby, George Jerome, Rick Ryfa, and Stan Dobosz were present. Councilor Michael Gulley was absent.

Councilors Brian Novak, Bernie Zemen, Dan Vassar and Konnie Kuiper were present. Councilor Herak was absent owing to a work commitment. Griffith Clerk-Treasurer Ronald Szafarczyk and Highland Clerk-Treasurer Michael W. Griffin were also present and participated in the discussions with leave of the Town Councils.

The Highland Deputy Clerk-Treasurer Katy Dowling was present to memorialize the proceedings. A quorum for each body was attained.

Also present: Robin Carlascio of Idea Factory and provider of the Town of Highland Newsletter. Ms. Karen Arland, Esq., and Ms. Lisa Lee, Esq., of Ice Miller, an Indianapolis based law and public affairs consulting firm, also were in attendance as the presenters for the evening.

General Substance of Matters Discussed

1. Ms. Arland and Ms. Lee presented an overview on joint parks and recreation departments (IC 36-10-3 et seq.). This overview included the means by which a joint board could be established, options for organization and structure, budget considerations, and finally, termination of the joint board. An informal discussion took place about existing debt of each respective corporation.
2. Ms. Arland and Ms. Lee presented an overview on the way in which a Fire Protection Territory (IC 36-8-19) can be established, legal requirements, tax rate procedures, fund requirements, budget and tax levy processes, establishment of an equipment replacement fund, the role/status of existing fire departments, and dissolution of the territory.
3. Ms. Lee led discussion on government modernization including applicable statutes (IC 36-1.5), types of reorganization, potential reasons to consolidate, potential barriers to success, and the process by which government modernization transpires.

A discussion took place about how a consolidation of entities would affect the township lines/membership.

4. A discussion took place as to how existing, non-governmental relationships would be affected by a merger of parks and recreation departments.

5. A discussion took place as to the possibility of combining public works departments. It was noted that government modernization does not address individual department consolidation/cooperation.
6. A discussion took place as to “where” the potential to begin to look at consolidation might begin. The merits of combining parks and recreation departments, fire departments, police departments, and public works departments, and the potential barriers to success.

There being no further business, the special joint work study session of the Town Council of Griffith and the Town Council of Highland, of **Thursday, April 28, 2011**, was adjourned 8:50 o'clock p.m.

Kathleen A. Dowling, IAMC
Highland Deputy Clerk-Treasurer

Ronald Szafarczyk, IAMC
Griffith Clerk-Treasurer